

MuckRock News  
DEPT MR 66081  
411A Highland Ave  
Somerville, MA 02144-2516  
66081-48270319@requests.muckrock.com

West Caldwell Police Department  
OPRA Office  
21 Clinton Road  
Caldwell, NJ 07006

December 17, 2018

WE DO NOT  
HAVE this  
WE DO NOT USE this  
WE DO NOT USE this

To Whom It May Concern:

Pursuant to the New Jersey Open Public Records Act, I hereby request the following records:

Materials related to this agency's acquisition of, access to, preservation of, or disclosure of automated license plate readers (ALPR) or ALPR data:

1. Policies related to the adoption of ALPR technology, including those guiding the procurement process or necessary administrative obligations before acquisition.
2. Training policies, requirements, and materials for automatic license plate reader system operators.
3. Databases used to compare data obtained by the automatic license plate reader system.
4. Policies related to the retention and security of captured ALPR data, including those regarding:
  - the length of time after capture that data may be preserved
  - exceptions to general data preservation policies
  - internal data security and access
  - data destruction
5. Policies related to the sharing of captured ALPR data by this agency with other agencies, including those directing:
  - the manner in which another agency may request data
  - the circumstances under which captured data may be shared, and
  - the responsibilities of the recipient agency in regards to data retention and use.
  - access by this agency to data obtained by automatic license plate reader systems not operated by the law enforcement agency.

Please also provide the number of requests made by outside agencies, if applicable.

6. Policies related to the sale of data or the sharing of data with non-law enforcement actors.
  - If applicable, please provide all agreements between this agency and non-law enforcement actors.
7. Policies regarding oversight of automatic license plate reader system use.

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8. Audit Reports

9. Policies related to maintenance and calibration.

Please also provide maintenance and calibration schedules and records for the system on file.

10. Any other policies or reports on subjects related to automatic license plate reader system use by the agency.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 7 business days, as the statute requires.

Sincerely,

Dave Maass

Filed via MuckRock.com  
E-mail (Preferred): 66081-48270319@requests.muckrock.com

For mailed responses, please address (see note):

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PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

MuckRock News  
DEPT MR 65948  
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Somerville, MA 02144-2516  
65948-57664373@requests.muckrock.com

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DO NOT  
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THIS

December 17, 2018

To Whom It May Concern:

Pursuant to the New Jersey Open Public Records Act, I hereby request the following records:

- 1) The names of agencies and organizations with which the Agency shares ALPR data;
- 2) The names of agencies and organizations from which the Agency receives ALPR data;
- 3) The names of agencies and organizations with which the Agency shares "hot list" information;
- 4) The names of agencies and organizations from which the Agency receives "hot list" information;

This information is easily available within the Agency's LEARN system. The simplest way to extract this data is to generate an "Agency Data Sharing Report" PDF file from within LEARN. To do this, a user may simply go to the "Sharing" section of LEARN and select "Output Report." A CSV/XLS file containing these records would also satisfy this request.

The instructions for extracting this data is described on pages 62-63 of the LEARN Agency Manager Guide, which may be found at this link:

<https://www.documentcloud.org/documents/3860685-LEARN-5-1-Agency-Manager-Guide.html>

An example of this record may be found at this link:

<https://www.documentcloud.org/documents/3936113-Palos-Verdes-Estates-Police-Department-Data.html>

A number of other agencies have regularly determined the above information constitutes a public record and have provided an "Agency Data Sharing Report." These agencies include:

Anaheim Police Department, Antioch Police Department, Bakersfield Police Department Chino Police Department, Clovis Police Department, Elk Grove Police Department, Fontana Police Department, Fountain Valley Police Department, Glendora Police Department, Hawthorne Police Department, Irvine Police Department, Livermore Police Department, Lodi Police Department, Long Beach Police Department, Montebello Police Department, Orange Police Department, Palos Verdes Estates Police Department, Red Bluff Police Department, Sacramento Police Department, San Bernardino Police Department, San Diego Police Department, San Rafael Police Department, San Ramon Police Department, Simi Valley Police Department, and the Tulare Police Department.

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We further request the following records

The aggregate number of "detections" (i.e. license plate scans and associated data) collected during 2016.  
The aggregate number of detections collected during 2017.  
The aggregate number of detections collected during 2018.  
The aggregate number of "hits" (i.e. times that a plate on a hotlist was detected) during 2016.  
The aggregate number of "hits" during 2017.  
The aggregate number of "hits" during 2018.

This information is easily available within the Agency's LEARN system. The simplest way to extract this data is to generate a "Dashboard Hit Ratio Report" PDF file from within LEARN. We would prefer the data for each year to be provided separately.

An example of this document may be found at:

<https://www.documentcloud.org/documents/3870802-Sacramento-PD-Hit-Ratio-Rpt-010112-051917-Redacted.html>

The instructions for extracting this data is described on pages 78-79 of the LEARN Agency Manager Guide, which may be found at this link:

<https://www.documentcloud.org/documents/3860685-LEARN-5-1-Agency-Manager-Guide.html>

The following agencies have regularly determined the above information constitutes a public record and have provided an "Dashboard Hit Ratio Report." These agencies include:

Anaheim Police Department; Bakersfield Police Department; Chino Police Department; Clovis Police Department; Elk Grove Police Department; Fontana Police Department; Irvine Police Department; La Habra Police Department; Laguna Beach Police Department; Lodi Police Department; Sacramento Police Department; San Diego Police Department; San Ramon Police Department; and the Red Bluff Police Department.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

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